

## STUDENT COMPLAINT FORM

<b>Student Name</b>		<b>Student ID#</b>	
<b>Email</b>		<b>Phone</b>	
<b>Street Address</b>		<b>Country</b>	
<b>City</b>		<b>Zip Code</b>	

Please explain below or attach a type-written, detailed explanation of your complaint. Explain as clearly as possible why you are filing a complaint. Please include names, witnesses, specific dates, actions and any attempts to resolve the situation.

\*Please complete and email this form to [studentcomplaints@mpc.edu](mailto:studentcomplaints@mpc.edu) or mail it to: Office of the Vice President of Student Services, Monterey Peninsula College, 980 Fremont Street, Monterey, CA 93940.

Please type the name of the employee that is involved in your complain below (if applicable)			
<b>Employee Name</b>		<b>Date of Incident</b>	
<b>Department/Office</b>		<b>Phone</b>	
<b>Desired Outcome</b>			
<b>Student Signature</b>		<b>Date</b>	

Note: If you have an unresolved complaint relating to course grades or the right to free expression then please complete the "Statement of Grievance" form which can be found at the following website: <https://www.mpc.edu/student-services/student-information/student-complaint-grievance-procedures>